



PETER HUMPHREY
ASSOCIATES

External and internal works to Listed Building including demolishing works and extensions, erection of garden structure, conversion of storerooms to annexe and works to roof, change of use of land to domestic use.



Mr P Hawes

Design & Access Statement & Heritage Statement

Revision: A
Date: 13/05/2022
Job No: 6443

Ducans Farm House
Lynn Road
Tilney All Saints
Norfolk
PE34 4RU

Introduction:

The applicants, Mr P Hawes and Mrs L Hawes, purchased the land known as Duncans Farmhouse, Lynn Road, in mid-April 2020, during the mist of the COVID-19 pandemic. The property at that time was in poor condition due to inhabitation of squatters for a period of time, followed by a police raid to vacate the property prior to the current applicants ownership.

The property in question is a Grade ii Listed Building.

Subsequently, due to the condition of the Listed Building at the point of purchase, the applicant proceeded to alter the internal and external of the building in order to enhance the living condition of the property and surroundings. The applicant did not seek Listed Building Consent for the works.

The applicant, whilst aware of the Listed statues of Ducan's Farmhouse, thought the listing applied to external aspects of the dwellinghouse, specially the front/ principle elevation, and not vested internally. Therefore, the applicant was not fully aware of the severity of the Listed statues - this is not a defence for the works done to the Listed Building, but provides context of the owners understanding at the point of purchase. The applicant is now aware of the severity of the Listing, and now seeks to proactive rectify and seek permission for works undergone.

Description of development: Retrospective erection of single-storey side and rear extension with outbuilding structure, including internal and external alterations.

List of retrospective elements:

This application has been submitted due to BCKLWN Conservation Officer and Enforcement Officer investigating works to Listed Building following, as assumed, anonymous complaint to investigate.

The following works are seeking retrospective approval:

For the purposes of synchronisation, extracted below is the items raises by the Enforcement/ Conservation Officer and its corresponding number designation.

1. Clearing of greenery from front elevation and re-pointing on the front elevation.
2. Change of Use of paddock to garden land.
4. Removal of garden wall and attached brick structures to the rear.
5. New patio wall to the side adjoining the house.
6. Change of use of barn to residential annexe.
7. Side extension.
8. Rear extension.
9. Change of small window to door on rear elevation.
10. Removal of wall/knock through of kitchen.
11. Change of window to door.
12. Removal of pantry.
13. Replacement of Georgian bar window with plain glass.
14. Conversion/changes to utility room.
14. (Numbering error in Council document) Removal of cornice (Living Room 1).
15. Removal of doors and panelling either side of the fire place (Lounge).
16. Changes to fireplace.
17. Repairs to traditional lath and plaster ceiling with modern materials.

18. Removal of fire surround and building of new fireplace.
19. Removal of cornice (Living Room 2)
20. Repairs to traditional lath and plaster ceiling with modern materials (Living Room 2)
27. Floor tiles (Hallway)
28. Removal of doors and panelling either side of the fireplace (Bedroom 1)
29. Knock through from two rooms to one (Ensuite 1)
30. Removal of window shutters.
31. Replacement of all doors.

List of proposed elements:

As part of the planning application, the applicant is seeking permission additional works that are not retrospective, in the form of external and internal alterations and new build, these are:

Utility roof works:

In order to preserve, enhance and secure a prolong protection to the Listed Building, it is proposed the existing roof conditions be altered and replaced accordingly. The existing roof condition is relatively reasonable, however, junction points can be improved (connection of rear extension). Equally, the existing material is not in-keeping with the material on the neighbouring roof due to the thickness difference, in addition, the roof materials has characteristics of clay rather than slate. Therefore, the following works are proposed:

- a. Raising the roof above the utility by 3no brickwork courses (225mm).
- b. Replace roofing over utility roof for new slate to match dwelling.
- c. New lead flashing to the roof connecting the utility and dining/bedroom.

Replace windows:

Windows G1, G2, G4 and F1 are of a casement design, whereas the remaining windows associated to the dwelling are of a sash box design. Therefore, in order for the entire dwelling to be synchronised, it is proposed that these windows are to be replaced with sash box design as illustrated in window 1 details on the accompanying drawings. Refer to Mumford & Wood drawings for additional information.

- a. Replace windows: 1no in office on east elevation; 1no window in downstairs WC; 1no window to bedroom 3.

Replace guttering:

In order to preserve, enhance and secure a prolong protection to the Listed Building, it is proposed the entire guttering/ rainwater goods is to be replaced with new goods. The existing system is in reasonable condition; however, the applicant has noticed parts of the existing system starting to fail (e.g. above the side extension). Therefore, the following works are proposed:

- a. Entire guttering/ rainwater goods to be replaced with cast aluminium rainwater system. Accompanying documents has identified 11no (G1-10 & G13) lengths of guttering to be replaced, and 2no lengths are proposed, one each on the 2no (G11, G12) extensions.
- b. Guttering to be: Heritage – Moulded Gutter (refer to accompanying documents) to match existing shape and style with sculpture elements transferred over from gutters G1- G10.
- c. Down pipe to be: Heritage – Square pipe (refer to accompanying documents) to match existing shape.

Barn & Garage works:

In order to preserve, enhance and secure a prolong protection to the buildings, the applicant is seeking the following works:

- a. Replace roof covering over barn and garage for new metal sheet roofing.
- b. Insert new aluminium roll shutter doors to garages.

Conservation Item of Work:

For the purposes of synchronisation, extracted below is the items raises with its corresponding number designation. Included is a response and approach for any further rectifying works.

1. Clearing of greenery from front elevation and re-pointing on the front elevation.

- a. Careful removal of existing vegetation attached to principle elevation, as vegetation was causing damage to the Listed Building by its roots piercing through the mortar bond and allowing water to enter into the building fabric.
- b. Repointing required. Mortar utilised is: Roundtower, Natural Hydraulic lime NHL5 with SG 1mm sand, water ratio 1:5.

2. Change of Use of paddock to garden land.

- a. Historically, the land on the northern end on the accompanying drawing was utilised for agricultural use. It is unclear at the point in time in which the land use ceased, however, it is clear that the agricultural use has not been in operation since the applicants took ownership. Therefore, the agriculture use has stopped since mid-April 2020. The land is too small of a scale to be reasonably used for agricultural use, being only 2.2 acres. There is a clear dividing access road from the main highway to the barns located on the south-east further isolating the land and rendering the land further un-arable.
- b. Therefore, we are seeking the land to be used a domestic curtilage in association with the dwelling house. The Listed Building would greatly benefit from an increase of domestic curtilage to provide the property more characteristics in-keeping with the scale and original design intention (farmhouse) of the dwelling.

4. Removal of garden wall and attached brick structures to the rear.

- a. Originally, there was an outbuilding used as storage attached onto the dwelling walling, connected to a garden wall running east, with brick piers to provide a timber roof structure for shading. The roof structure was a condition requiring repair due to vegetation growing on the structure.
- b. In tangent with item 8, the applicant sort to demolish the small outbuilding and garden wall structure due to its condition, and erect a rear extension to provide additional internal space to enhance the dwelling. Majority of the main garden walling running east is to remain as existing with removal of the roof structure.

5. New patio wall to the side adjoining the house.

- a. To provide a barrier to the dwelling from vehicles encroaching, the applicant sort to erect a patio walling. The walling further acts an entrance designator to guests, due to the principle elevation front door being locked.
- b. Walling details: Flemish bond of a mixture of Flemish Antique brick and farm house brick, with cement based mortar in a concave jointing finish.

7. Side extension.

- a. To provide an intermediate porch/ warm space prior to entering the dwelling via the kitchen, the applicant constructed a single-storey side extension infilling between the original Farmhouse and a later 2-storey extension.
- b. The extension is mainly comprised of glazing, due to the wall-to-wall bi-folding doors allowing full opening to bring the garden internally. The lantern covers just under half of the side extension total footprint, to provide natural light into the extension and into the kitchen window/ door, in addition to the office window/door. The structural elements is 1 no steel beams as shown on the plan.
- c. Bi-folding doors and lantern details: Aluminium frame finished in matt white.

8. Rear extension.

- a. In tangent with item 4, the applicant sort to provide additional ground floor space to the dwelling by constructing a single-storey rear extension. The Games Room is the largest single-use space in the entire house, promoting a social space where groups of guests can be hosted, where originally the Drawing Room would be the only space. Therefore, the extension provides a large enough space that was missing from the dwelling when considering the scale of the building.
- b. Extension walling: 102.5mm outer leaf facing Flemish Antique brick mixed with Farm House brick, in stretcher bond, cement based mortar with concave joint finish, 100mm cavity fully filled with Drytherm insulation, 100mm inner leaf load bearing blockwork with plaster board and skim finish.
- c. Extension Roof: Lantern supported on timber truss members spanning from original dwelling towards new walling with bi-folding doors. Lantern of aluminium frame construction finished in matt white. Underside of roof trusses finished with plasterboard and skim finish. Original walling to remain as existing with no covering materials.
- d. Extension bi-folding door: aluminium frame construction finished in matt white.
- e. Extension window: (Replace as-built) Timber frame construction, finished in matt white. Refer to accompanying drawing for details.
- f. Access from kitchen to achieve by reducing down existing window walling, as identified in item 11.

9. Change of small window to door on rear elevation.

- a. In order to provide an intermediate space for removing muddy shoes from the grounds prior to entering the main dwelling, the applicant sort to provide a new back door by altering an existing window by reducing the walling below and re-instating a former door. Historic marks indicate a former doorway for which the applicant followed. The skewback arches was removed to increase door height.
- b. Proposed skewback arches to be installed to match existing above doorway. Brickwork to match existing and installed utilising lime mortar as indicated in item 1b.
- c. Door is timber construction in dark oak finish. Timber surround in matt white finish to match original windows.

10. Removal of wall/knock through of kitchen.

- a. Historically, the kitchen and dining room were separate spaces as was the case for this dwelling. However, the separation of spaces results in two small spaces. Therefore, to reflect modern living and to enlarge the spaces, the

applicant sort to remove the dividing wall in favour of a new steel beam to carry the first floor loads, and encasing the steel beam with timber to match the existing. The results is the kitchen and dining feel enlarged and more inviting for socialising to enhance the usability of spaces.

11. Change of window to door.

- a. In conjunction with item 8, the applicant sort to allow access to the rear extension. Subsequently, the applicant sort to reduce the existing window walling to provide adequate access for a person to walk through. The original lintel is remains, and the skewback arches are visible on the extension side.
- b. Door details: Timber frame in light oak finish, singular plain glazing pane, with wrought iron handles with black antique finish product code: A8802AB, 110mm length, backplate height is 155mm (shown below).



12. Removal of pantry.

- a. Applicant labelled a cupboard under the stairs as a pantry, which may have caused subsequent confusion. Indicated on the existing and proposed plans is a loss of cupboard space under the stairs. The cupboard created caused an awkward movement pattern with relation to the kitchen and dining space, subsequently, the applicant sort to remove the cupboard to provide additional space and enlarge the feel of the kitchen space and improve movement flow.

13. Replacement of Georgian bar window with plain glass.

- a. In conjunction with item 8, the applicant sort to remove the existing sill and change the window appearance to provide an un-interpreted view from the Dining Room through to the Games Room and garden space.
- b. Sill removal: Removal of external side existing stone sill, replace with bricks in header position to match original dwelling, with lime mortar to match as addressed in item 1b and joint style to match original dwelling.
- c. Window: Timber frame with plain singular glazing.

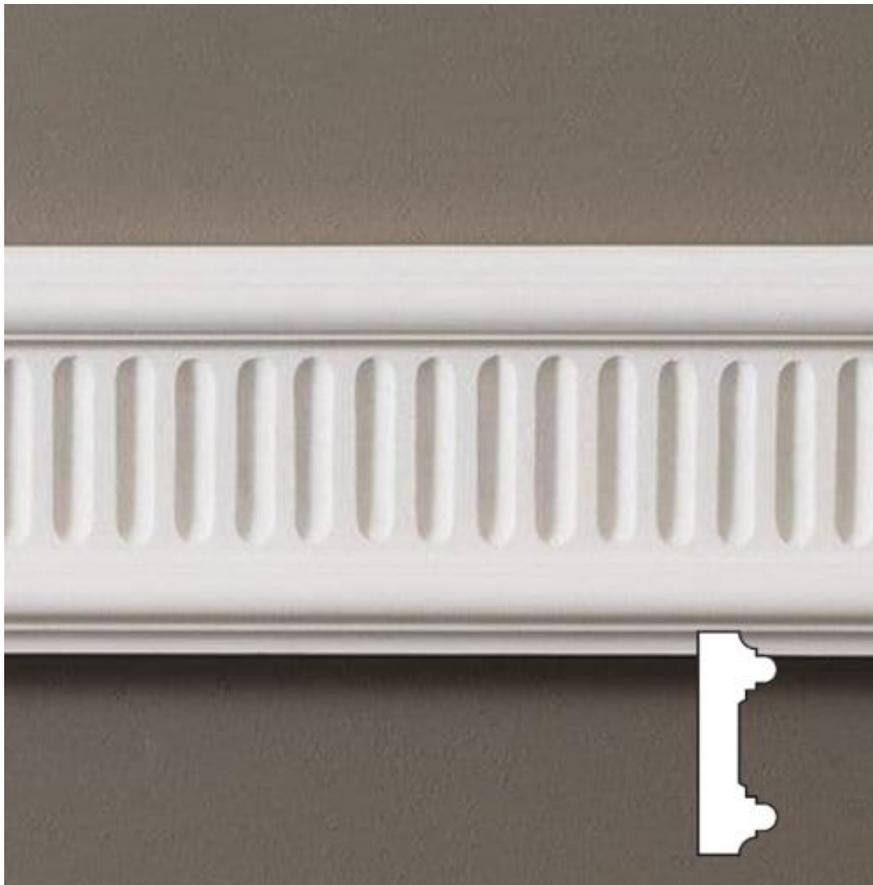
14. Conversion/changes to utility room.

- a. The applicant sort to replace the original timber casement window in poor condition in the utility space to a modern insulated UPVC window. The intention was to render the internal water tight and provide an improved thermal value internally.

- b. UPVC as a material for the window is not acceptable and harming the character of the listing. Therefore, we are proposing a timber window to be in-keeping with the character of the listing.
- c. Window details: Refer to accompanying Mumford & Wood details for full specification. Box Sash windows, Double glazing unit at 14mm total thickness, Georgian Ovolo glazing bar, Sash horn detail included.

14. (Numbering error in Council document) Removal of cornice (Living Room 1).

- a. The applicant, not fully aware the Listing applied to internal elements, sort to remove the original cornice detail within the room indicated as Lounge on the accompanying drawings.
- b. To rectify removal of the ceiling mounted cornice, this application is seeking to install plaster large fluted moulding to ceiling in accordance with Detail A. Plaster moulding example from Stevensons of Norwich, reference PM22. 65mm in height and 23mm in projection. Image below.



15. Removal of doors and panelling either side of the fire place (Lounge).

- a. In order to provide more footprint of the lounge and cause the snug to be more inviting/ part of the house, the doors and panelling either side of the fire place was removed.
- b. However, we are seeking to re-instate the doors and panelling to match the original. Refer to Detail B for full information on proposal intention.

16. Changes to fireplace.

- a. It is assumed this is in relation to item 15.

17. Repairs to traditional lath and plaster ceiling with modern materials.

- a. Due to the condition of the ceiling, the applicant sort to fix the significant amount of damage to the ceiling incurred by the previous owner/ occupiers.

18. Removal of fire surround and building of new fireplace.

- a. There was a disconnection between the Lounge fireplace and the drawing room fireplace, so the applicant sort to relate both and subsequently remove the historic fireplace surround, for which the applicant mentions that the surround did not appear original as it was constructed of cheap pine with the previous owner's named inscribed into the back of the surround. The lounge fireplace has brickwork displayed with an oak beam midway; therefore, the drawing room fireplace was constructed to match.

19. Removal of cornice (Living Room 2)

- a. Directly connected to item 14 (2nd) where removal of the cornice in the lounge took place.
- b. To rectify removal of the ceiling mounted cornice, this application is seeking to install plaster large fluted moulding to ceiling in accordance with Detail A. Plaster moulding example from Stevensons of Norwich, reference PM22. 65mm in height and 23mm in projection. Image below in item 14.

20. Repairs to traditional lath and plaster ceiling with modern materials (Living Room 2)

- a. Expressed in item 17, due to the condition of the ceiling, the applicant sort to fix the significant amount of damage to the ceiling incurred by the previous owner/ occupiers.

(Numbering error in Council's document – numbers 21-26 omitted)

27. Floor tiles (Hallway)

- a. To unify the entire ground floor flooring, the applicant sort to install new timber flooring in herringbone pattern directly on top of the existing floor. A layer of plywood was first placed on top of the original floor, followed by the new floor finish glued down to the plywood, thus, original floor is preserved and able to be restored.

28. Removal of doors and panelling either side of the fire place (Bedroom 1)

- a. In conjunction with item 15, the applicant sort removal of the panelling and doors either side of the fire place.
- b. However, we are seeking to re-instate the doors and panelling to match the original. Refer to Detail B for full information on proposal intention.

29. Knock through from two rooms to one (Ensuite 1)

- a. The original ensuite layout for bedroom 1 was in two separate rooms, which provided two rather small and restricted spaces that applicant sort to enlarge and provide an enhanced space to improve the existing bedroom.

30. Removal of window shutters.

- a. The applicant sort to remove the existing window shutters in the lounge and drawing room.
- b. The original window shutters have been stored in an outbuilding on site. Subsequently, the applicant is seeking to repair and re-instate

31. Replacement of all doors.

- a. Due to the condition of doors from the aforementioned squatters and police raid, the applicant sort to replace majority of internal doors with new doors. 8 original doors remain (all for access to storage spaces).
- b. Subsequently, this application is seeking to rectify by removing the new doors for ones that are of an appearance in-keeping with the original doors on site. Refer to accompany drawings for details. D1 is six panels to match the front door (albeit the front door being two separate leafs) and used for primary access doors. D2 is two panels to match an original storage space door and used for the same purpose.

Heritage assessment:

Listing character (official entry):

Duncan's Farmhouse is a Grade II Listed Building. List Entry Number: 1237260. Statuary address: Duncans Farmhouse, Lynn Road.

The below official entry is extracted from Historic England's website on the Listing details:

Farmhouse. Mid C18. Brick with slate roof. 2½ storeys in 3 bays. Central panelled door below 5-paned fanlight. Flat hood carried on fluted Doric columns with pilasters to wall. Above door is Regency French window with glazing bars leading to balcony formed by door hood. This balcony below ogeed hood supported on wrought iron square section uprights. Sash windows to each floor, all with glazing bars beneath gauged skewback arches. Some are renewed. Flat brick string course between storeys. Double modillion eaves cornice. Hipped roof with one stack right and left. 2 storey C19 extension to south and gabled cross wing to rear.

In terms of the official entry, there is a clear emphasis on the principal elevation. Equally, the remaining details relate to external elements of the building. No reference made to internal features, nor to the 2-storey extension on the east.

Historic maps indicate an agricultural use of the land on the north and east of the dwelling house, assumed the barns on the south were utilised in relation to agricultural works, with the west land firmly retained as residential curtilage.

Impact on Listing:

1. Clearing of greenery from front elevation and re-pointing on the front elevation.

- a. The intention is to remove the existing vegetation on the front/ principal elevation.
- b. The vegetation is clearly an intrusive element that is damaging the fabric of the building through routes burrowing into the lime mortar, weakening the structural integrity, allowing water penetration, and causing irreversible damage to the original brickwork. Therefore, re-pointing is required to mitigate the damage.
- c. Therefore, the proposed works are considered to significant enhance the appearance and structural integrity of the building, therefore, the works are

considered to improve the listing character.

2. Change of Use of paddock to garden land.

- a. The intention is to increase the domestic curtilage of the Listing.
- b. The dwelling would be enhanced by extending the curtilage. In addition, extending the curtilage helps protect the building by controlling land surrounding the listing under the same protection.
- c. Therefore, the proposal is considered to support and enhance the Listed Building by controlling development land immediate to the building.

4. Removal of garden wall and attached brick structures to the rear.

- a. In connection with item 8, the intention is to remove the existing storage building and attached garden wall in favour of a new extension and widening the opening between house and walkthrough.
- b. Historically, the wall was a divider between domestic land and agricultural land, therefore, the wall was purposeful and provide a characteristic. However, the land beyond is no longer fit for purpose for agricultural use. Therefore, the division is not functional and serves as a visual barrier. Furthermore, the timber truss and piers is in a poor condition requiring repairs.
- c. Therefore, the removal of the garden wall indicated on the accompanying drawings is considered to create a minor impact to the listing, due to a vast majority of the garden walling to be retained to firmly retain the historic character.

5. New patio wall to the side adjoining the house.

- a. In order to protect the building from vehicle impact, the proposal is seeking erect a patio wall of approximately 650mm in height, with piers of 1050mm in height. The wall acts as a visual divider between building and vehicles. A new landscaped stone paving is to be laid to finish the appearance, as to be carried through to the side extension.
- b. Wall is to be constructed in brickwork and bond to match the existing house.
- c. Therefore, the patio wall is considered to support the listing by providing an in-keeping structure that provides a physical protection, and appearance relationship to the listing.

6. Change of use of barn to residential annexe.

- a. The barn is not officially Listed, but is listed by association by being in the setting of a Listed Building.
- b. Externally, the only change is removal of a sliding barn door with a new glazed door with side windows to cover entire width. Therefore, the impact is in terms of this singular element. The remaining works are internal alterations in the form of plaster boarding. Therefore, the works are considered minimal and are reversible to protect the majority of the fabric and character.

7. Side extension.

- a. To provide an intermediate space between external and internal, as a form of porch, this application is seeking to erect a single-storey side extension. The extension is constructed by timber frame (column and beams) to support the timber roof structure and aluminium lantern. The intention is a lightweight intervention to reduce impact to the Listed Building. Structure to be self-supporting where able to minimise amount of works required to anchor

structure, in order to reduce impact on Listed Building structure.

8. Rear extension.

- a. It is proposed a new rear extension is to be constructed to provide the largest single-use space for the entire house, providing a large space to accommodate socialising and support the number of occupants.
- b. The building is to be constructed from masonry with a brickwork out leaf to relate to the original dwelling. Aluminium lantern and bi-folding doors are proposed with a timber sash box window.

9. Change of small window to door on rear elevation.

- a. Indicated by markings on the external and internal, it is clear that there once was a doorway formed in the proposed location. Therefore, the works are seeking to reinstate the former doorway by widening and reducing the existing window walling to provide a secondary exit. Proposed is skewback brickwork above the doorway to reflect the remaining openings on the dwelling.
- b. In order to reduce the use amount of the front/ principal door, it is proposed that the kitchen door is utilised primary, but this new secondary is to be used as an alternative. Therefore, in conjunction with the kitchen door, the new secondary door will reduce impact on the principal door to preserve the original character. In addition, the secondary door provides access to washroom for removal of muddy boots. Therefore, the works are considered to preserve the character of the listing.

10. Removal of wall/knock through of kitchen.

- a. A dividing wall between kitchen and dining spaces is restricted flow, light, and causing a restrictive amount of kitchen space. Therefore, in order to enhance the functionality of spaces for modern use, it is proposed that this dividing wall is removed.
- b. In order to preserve the character, the steel beam required to support the loads above is to be encased with timber work to match the existing ceiling beams within the kitchen.

11. Change of window to door.

- a. In order to gain access to the new rear extension, it is proposed that the indicated window on the plans is to be reduced down. The original width is to remain the same, and the external brickwork is to remain visible in order to preserve the character.

12. Removal of pantry.

- a. A cupboard space under the stairs with its half height door is providing a confined feel to the kitchen space. Therefore, to enlarge the appearance of the kitchen space, it is proposed that this cupboard is removed. In order to preserve the primary character, the existing servant's staircase is to remain.

13. Replacement of Georgian bar window with plain glass.

- a. In connection with the new rear extension, it is considered that the current Georgian bar window to the dining space is unnecessary as to reduce the amount of light filtering into the space. However, to provide a physical division and preserve the former function, a plane glazed unit is proposed.

14. Conversion/changes to utility room.

- a. In order to match the character of the listing, the current upvc window is to be removed and replaced with new timber sash box window. Therefore, supporting the listing character.

14. (Numbering error in Council document) Removal of cornice (Living Room 1).

- a. Proposed is a new plaster cornice is to be installed within the lounge to preserve the original character listing.

15. Removal of doors and panelling either side of the fireplace (Lounge).

- a. Proposed is re-instatement of the panelling and doors either side of the lounge fireplace in order to preserve the listing character.

16. Changes to fireplace.

- a. Refer to item 15.

17. Repairs to traditional lath and plaster ceiling with modern materials.

- a. In order to preserve the original character, the damaged ceiling is to be repaired.

18. Removal of fire surround and building of new fireplace.

- a. This application is seeking to remove the original fireplace surround and install new brickwork and a timber sleeper in order to match the character of the lounge fireplace. The current fireplace is pine constructed and believe to have been made by the former owner. Therefore, it is believed that the original fireplace condition has been lost by the previous owner. Thus, in order to relate back to the original listing, it is proposed that the fireplace is to match similar to the lounge.

19. Removal of cornice (Living Room 2)

- a. Proposed is a new plaster cornice is to be installed within the drawing room to preserve the original character listing.

20. Repairs to traditional lath and plaster ceiling with modern materials (Living Room 2)

- a. In order to preserve the original character, the damaged ceiling is to be repaired.

27. Floor tiles (Hallway)

- a. In order to preserve the original character, but provide a single continuous floor throughout the entire ground floor and in connection to the new rear extension, it is proposed a new floor be laid on top of the original floor. In doing so, the original floor is preserved and available for reinstatement.

28. Removal of doors and panelling either side of the fireplace (Bedroom 1)

- a. Proposed is re-instatement of the panelling and doors either side of the

bedroom fireplace in order to preserve the listing character.

29. Knock through from two rooms to one (Ensuite 1)

- a. The original bedroom had a bathroom and walk-in-wardrobe divided by a single wall. Both spaces are cramped. In order to enhance the practicality of space, it is proposed that this dividing wall be removed to enlarge the ensuite. The wall is not load bearing, therefore, removal will only require repairs to existing surfaces.

30. Removal of window shutters.

- a. Proposed is re-instatement of ground floor window shutters on the front elevation. In order to preserve the listing character.

31. Replacement of all doors.

- a. Proposed is replacement of the heavy damaged internal doors for new elements. Doors are to be six panels to match the front (principal) door in order to preserve the listing character.

Access: to remain as existing.

Parking: to remain as existing.

Conclusion: On consideration of the proposed development and balance of impacts both positive and negative, it is considered that the proposed development does not harm the listing character, and helps to preserve and enhance the listing.